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| 6. | <p>Christmas Decorations 2017</p> <p>Last year the council provided a Christmas tree on the outside of the Town Hall and decorations for the Town Hall windows plus lights on the tree in Salter Street. The budget for Christmas Decorations stands at £ 1,565.98</p> <p>It was agreed to provide the same Christmas decorations as last year at an estimated cost of £ 300.00</p> <p>It was agreed to purchase another set of lights the same as last year to be installed on the tree in Salter Street (cost last year £250)</p> <p>It was agreed to hire a scissor lift to install and remove the lights this year which will be much safer than relying on ladders. It is estimated that this could cost approximately £500.00.</p> <p style="text-align: right;"><i>Local Government Act 1972 s.111</i></p> |
| 7. | <p>Canon Park Pavilion - energy saving report</p> <p>The Severn Wye Energy Agency has provided us with a report in to energy saving tips and the feasibility of solar panels and battery storage at the pavilion in Canon Park Recreational Facility</p> <p>The Clerk was instructed to cost out the recommendations in the report from Severn Wye Energy Agency and bring them back to council for consideration</p> <p style="text-align: right;"><i>Local Government Act 1972 s.111</i></p> |
| 8. | <p>Citizens Advice Bureau - contribution</p> <p>The Citizens Advice Bureau has submitted a funding request for the financial year to 31st March 2019</p> <p>The Bureau has asked for a contribution of £ 2,174.00 for 2018/19. We made a contribution of £1,600.00 in 2106/17 and we have committed to make a contribution of £1,689.00 for the current financial year.</p> <p>The council agreed to pass the matter on to the Planning and Finance Committee to see if the new figure can be accommodated in the budget for 2018/19</p> <p style="text-align: right;"><i>Local Government Act 1972, s142(2A).</i></p> |
| 9. | <p>Budget Proposal 2018/19</p> <p>The Planning and Finance Committee asks the council to clarify the following matters as it prepares the budget proposal for 2018/19</p> <p>It was agreed that the matter of another goal end at Park View Play Area will be considered at the same time as the project for Canon Park Recreational Facility is underway. This is in order to negotiate a better price. As this will probably not take place until after 2019 there will not be any allocation in the budget for 2018/19</p> <p>It was agreed that the council will budget for a hearing loop in the main hall of the Town Hall at an estimated cost of £3,000.00 in 2018/19</p> <p>It was agreed to defer the budget for creating a 20 m.p.h./traffic calming zone in Berkeley until after 2018/19</p> <p>It was agreed to allocate an earmarked reserves budget of £ 5,000.00 for the Canon Park Recreational Facility Project</p> <p style="text-align: right;"><i>Local Government Finance Act 1992</i></p> |

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| 10. | <p>Bank Account changes</p> <p>The Post Office are making changes across all their branches which means there will be some changes to the way we will be able to use their services for the Co-operative Bank.</p> <p>We can accommodate most changes, with little disruption, except that, with effect from 30 September 2017, we will no longer be able to make cheque encashments at the Post Office. This will mean we will no longer be able to replenish the petty cash float.</p> <p>Inquiries have been made at the local branch of the Coventry Building Society and the Post Office to seek an account that could be opened and used just for encashment purposes. Unfortunately, neither the local Post Office nor the Coventry Building Society can offer such an account to the council.</p> <p>To overcome this issue the Co-operative Bank are offering us a debit card which can be used in the Post Office to replenish the petty cash float.</p> <p>The risks involved with the council using a debit card for petty cash float re-imburements were duly assessed.</p> <p>It was agreed to issue Ms Debbie Spiers, the Town Clerk, with a debit card, which will have a limit of £ 100.00 per day, to be used to replenish the petty cash float as and when needed.</p> <p style="text-align: right;"><i>Local Government Act 1972</i></p> |
| 11. | <p>Account package</p> <p>The Internal Auditor was surprised to see we are still using a manual account book and suggested we subscribe to an account package for the computer.</p> <p>The account package Scribe is specifically tailored to meet the needs of parish and town councils.</p> <p>It was agreed to subscribe to the account package Scribe at a cost of £ 347.00 + vat per annum</p> <p style="text-align: right;"><i>Local Government Act 1972</i></p> |
| 12. | <p>Pavilion - new enquiries</p> <p>The following requests have been made regarding the use of the pavilion which do not fall in to any existing charging category.</p> <ol style="list-style-type: none"> 1. A self-employed caterer has asked if it would be possible to hire the kitchen at the pavilion to carry out food preparation. 2. The football club has asked if the council would be prepared to waive the hire charge at the Pavilion in order that they can offer activities to the older members of the community such as lunches, teas, quizzes etc. <p>The Clerk was instructed to check with SDC, our insurers and the fire regulations to see whether we are permitted to accommodate a catering business in the Pavilion.</p> <p>The Clerk was instructed to invite the self-employed caterer to the October meeting to make a presentation to council about her proposal to use the kitchen at the Pavilion</p> <p>It was agreed that the council will work with the football club, to provide the pavilion free of charge, for a trial period of one year, so that the older members of the community can be provided with social activities such as lunches, teas and quizzes etc.</p> <p>It was agreed that the trial period will last for one year with effect from 1st November 2017</p> <p style="text-align: right;"><i>Local Government Act 1972</i></p> |

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| 13. | <p>Youth Club provider</p> <p>It was agreed that the Youth Club will not re-open in September 2017.</p> <p>It was agreed to hear the presentations from the three youth service providers, that have submitted a quotation and proposal, on Monday 2nd October 2017 <i>Local Government (Miscellaneous Provisions) Act 1976</i></p> |
| 14. | <p>Canon Park Recreational Facility - Consultation</p> <p>Members that attended the consultation on the 7th July gave feedback to the meeting.</p> <p>It was agreed that another consultation will be arranged for a date to be confirmed. The consultation will take place at the pavilion and the football club will be invited <i>Local Government (Miscellaneous Provisions) Act 1976</i></p> |
| 15. | <p>Sarah's Field Planning Application for Change of Use</p> <p>At the meeting held on the 19th June 2017 the council decided not to install a car park or vehicular entrance at Sarah's Field and subsequently agreed that there was no need to have architect's drawings done.</p> <p>The council still has to apply for Change of Use and the officer from Stroud District Council has asked for the following before an application can be made.</p> <ol style="list-style-type: none"> 1. Block plans (annotated with dimensions, scale and paper size detailed); This will need to correctly show to scale, the location of the pond, bins and signage. 2. Elevations (annotated with dimensions, scale and paper size detailed); You have identified signage will be part of this application. I would suggest that elevation plans be submitted to show this signage, or if you consider the signage to be permitted development, submit a statement as to why this is permitted development. <p>The Clerk was instructed to liaise with SDC Councillor Hayden Jones re the documents needed for an application for change of use <i>Local Government (Miscellaneous Provision) Act 1976</i></p> |
| 16. | <p>Sarah's Field - pond complex</p> <p>Since the design for Sarah's Field was drawn up and agreed, information has come to light that is going to affect the layout of the pond complex. On site, there is a private sewer pipe connected to the mains sewer with inspection and manhole covers within the boundary of Sarah's Field. There is also a mains water pipe that runs along the boundary with Lynch Road that exits the field right in the middle of the entrance</p> <p>The original pond complex was also quite expensive and adjustments to the number of ponds were made in order to reduce the costs when making applications for grants.</p> <p>It was agreed that the pond complex will be reduced to one large pond and one small pond with a marshy area between them and that it is moved away from the sewer pipe.</p> <p>It was duly noted that ponds may require planning permission, see item 15, and it will not be possible to start digging until planning permission has been granted. <i>Local Government (Miscellaneous Provisions) Act 1976</i></p> |
| 17. | <p>Request to discuss a matter in private at the last meeting</p> <p>Standing Order item 10 (a) (xi) allows for a motion, to exclude the press and public, to be made at the meeting without prior written notice, in respect of confidential or sensitive information which is prejudicial to the public interest</p> <p>The council discussed the fact that Chairman Liz Ashton asked to speak to the council in private at the July meeting, before the meeting had officially started.</p> <p>It was agreed that the existing standing orders do not need to be changed.</p> |

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| 18. | <p>Resignation of Mr Mansell</p> <p>The council agreed not to exclude the press and public for item 18 because discussions on the matter should be open and transparent.</p> <p>Mr Mansell resigned as a result of an email and subsequent meeting that took place between himself and Chairman Liz Ashton. The initial reason for the email and the meeting were nothing to do with the council. There was another member of the public present at the meeting. During the course of the meeting Chairman Liz Ashton used her position as Mayor to make her points and called in to question the legality of the co-option to the Council of Mr Mansell.</p> <p>It was agreed that at the September meeting the council will call for the resignation of Councillor Ashton from her position as Chairman/Mayor.</p> <p>It was agreed that Chairman Ashton has brought the council in to disrepute by making another member of the council feel they were compelled to resign.</p> |
| 19. | <p>Date of next meeting</p> <p>The next meeting will be held on Monday 18th September 2017 at 7.30 p.m. in the Town Hall, Berkeley.</p> |